

FRATERNAL SOCIETIES

COMPANY NAME: _____ NAIC Company Code: _____
 Contact: _____ Telephone: _____
 REQUIRED FILINGS IN THE STATE OF: NEW HAMPSHIRE Filings Made During the Year 2004

(1) Check-list	(2) Line #	(3) REQUIRED FILINGS FOR THE ABOVE STATE	(4) NUMBER OF COPIES*			(5) DUE DATE	(6) FORM SOURCE **	(7) APPLICABLE NOTES
			Domestic		Foreign			
			State	NAIC	State			
		I. NAIC FINANCIAL STATEMENTS						
	1	Annual Statement (8 1/2"x14")	2	1	1	3/1	NAIC	
	1.1	Printed Schedule A detail	2	1	xxx	3/1	NAIC	
	1.2	Printed Schedule B detail	2	1	xxx	3/1	NAIC	
	1.3	Printed Schedule BA detail	2	1	xxx	3/1	NAIC	
	1.4	Printed Schedule D – Parts 1-6 detail (excluding Part 1A)	2	1	xxx	3/1	NAIC	
	1.5	Printed Schedule DA – Part 1 detail	2	1	xxx	3/1	NAIC	
	1.6	Printed Schedule DB detail	2	1	xxx	3/1	NAIC	
	1.7	Printed Schedule E – Part 1 detail	2	1	xxx	3/1	NAIC	
	2	Quarterly Financial Statement (8 1/2" x 14")	2	N/A	1	5/15, 8/15, 11/15	NAIC	All domestics must file Qtrly's. Foreign must file only if requested (see list of required Co's at www.state.nh.us/insurance , under companies.
	3	Separate Accounts Annual Statement (8 1/2"x 14")	2	1	xxx	3/1	NAIC	
		II. NAIC SUPPLEMENTS						
	10	Accident & Health Policy Experience Exhibit	2	1	1	4/1	NAIC	
	11	Interest Sensitive Life Insurance Products Report	2	1	xxx	4/1	NAIC	
	12	Investment Risk Interrogatories	2	1	xxx	4/1	NAIC	
	13	Long Term Care Experience Reporting Forms	2	1	xxx	4/1	NAIC	
	14	Long Term Care Insurance Exhibit	2	1	xxx	3/1	NAIC	
	15	Management Discussion & Analysis	2	1	1	4/1	Company	
	16	Medicare Supplement Insurance Experience Exhibit	2	1	xxx	3/1	NAIC	
	17	Risk-Based Capital Report (bound or stapled)	1	1	xxx	3/1	NAIC	Mail under separate cover and mark "confidential"
	18	Statement of Actuarial Opinion	2	1	1	3/1	Company	
	19	Statement on non-guaranteed elements – Exhibit 8 Interr. #12	2	1	xxx	3/1	Company	
	20	Supplemental Compensation Exhibit	1	N/A	N/A	3/1	NAIC	Mail under separate cover and mark "confidential"
	21	Supplement to Valuation Report	2	1	xxx	6/30	NAIC	
	22	SVO Compliance Certification	2	1	1	3/1, 5/15, 8/15, 11/15	NAIC	All domestics must file Qtrly SVO. Foreign must file Qtrly SVO only if requested (see list of required Co's at www.state.nh.us/insurance , under company services.
	23	Trusted Surplus Statement	2	1	xxx	3/1, 5/15, 8/15, 11/15	NAIC	
		III. ELECTRONIC FILING REQUIREMENTS						
	30	Annual Statement Electronic Filing	xxx	1	xxx	3/1	NAIC	
	31	March .PDF Filing	xxx	1	xxx	3/1	NAIC	
	32	Separate Accounts Electronic Filing	xxx	1	xxx	3/1	NAIC	
	33	Separate Accounts .PDF Filing	xxx	1	xxx	3/1	NAIC	
	34	Supplemental Electronic Filing	xxx	1	xxx	4/1	NAIC	
	35	Supplemental .PDF Filing	xxx	1	xxx	4/1	NAIC	
	36	June .PDF Filing	xxx	1	xxx	6/1	NAIC	
		IV. AUDITED FINANCIAL STATEMENTS						
	51	Accountants Letter of Qualifications	2	N/A	N/A	6/1	Company	
	52	Audited Financial Statements	2	1	1	6/1	Company	
	53	Audited Financial Statements Exemption Affidavit	2	N/A	N/A	6/1	Company	
	54	Designation of Independent CPA	2	N/A	N/A	6/1	Company	
	55	Notification of Adverse Financial Condition	2	N/A	N/A	6/1	Company	
	56	Report of Significant Deficiencies in Internal Controls	2	N/A	N/A	6/1	Company	
	57	Request for Exemption to File	2	N/A	N/A	5/21	Company	
	58	Internal Control Letter	2	N/A	N/A	6/1	Company	
	59	Supplemental Schedule of Assets and Liabilities	2	N/A	N/A	6/1	Company	
		V. STATE REQUIRED FILINGS						
	101	Certificate of Compliance	2	N/A	1	3/1	State	
	102	Certificate of Deposit	2	N/A	1	3/1	State	
	103	Certificate of Valuation	2	N/A	1	3/1	State	
	104	Filings Checklist (with Column 1 completed)	1	1	1	3/1	State	
	105	Premium tax	1	N/A	1	3/15	State	Available at www.state.nh.us/insurance , under companies

*If XXX appears in this column, this state does not require this filing, if hard copy is filed with the state of domicile and the NAIC and if the data is filed electronically with the NAIC. If N/A appears in this column, the filing is required with the domiciliary state.

**If Form Source is NAIC, the form should be obtained from the appropriate vendor.

		NOTES AND INSTRUCTIONS (A-K APPLY TO ALL FILINGS)	
	A	Required Filings Contact Person:	<i>Domestic</i> – Patricia Gosselin Pat.Gosselin@ins.nh.gov <i>Foreign</i> – Mary Verville Mary.Verville@ins.nh.gov <i>Taxes</i> – Janet Colby Janet.Colby@ins.nh.gov
	B	Mailing Address:	56 Old Suncook Rd., Concord NH 03301
	C	Mailing Address for Filing Fees:	56 Old Suncook Rd., Concord NH 03301 Attn: Janet Colby
	D	Mailing Address for Premium Tax Payments:	56 Old Suncook Rd., Concord NH 03301 Attn: Janet Colby
	E	Delivery Instructions:	Premium Taxes must be mailed separately from Annual Statement filings. Postmark is accepted
	F	Late Filings:	Taxes – contact Janet Colby Annual Statement – company will be fined \$25 per day for a late filing. Company's license may be suspended.
	G	Original Signatures:	Original signatures required on all filings from domestic companies. Tax forms must have original signatures
	H	Signature/Notarization/Certification:	Annual Statements and Premium Tax form must be notarized
	I	Amended Filings:	
	J	Exceptions from normal filings:	Foreign companies must supply a written copy of any exemption or extension received by its state of domicile at least 10 days prior to the filing due date.
	K	Bar Codes (State or NAIC)	N/A
	L	NONE Filings:	
	M	Filings new, discontinued or modified materially since last year:	

**General Instructions
For Companies to Use Checklist**

Please Note: This state's instructions for companies to file with the NAIC are included in this Checklist. The NAIC will send mailing labels and other information to all companies but will not be sending their own checklist this year.

Electronic filing is intended to include filing via the Internet or filing via diskette with the NAIC. Companies that file with the NAIC via the Internet are not required to submit diskettes to the NAIC.

Column (1) (Checklist)

Companies may use the checklist to submit to a state, if the state requests it. Companies should copy the checklist and place an "x" in this column when mailing information to the state.

Column (2) (Line #)

Line # refers to a standard filing number used for easy reference. This line number may change from year to year.

Column (3) (Required Filings)

Name of item or form to be filed.

The ***Annual Statement Electronic Filing*** includes the annual statement data and all supplements due March 1, per the *Annual Statement Instructions*. This includes all detail investments schedules and other supplements for which the *Annual Statement Instructions* exempt printed detail.

The ***March .PDF Filing*** is .pdf files for annual statement data, detail for investment schedules, Officers and Directors Information and supplements due March 1.

The ***Separate Accounts Electronic Filing*** includes the separate accounts annual statement and investment schedule detail.

The ***Separate Accounts .PDF Filing*** is the .pdf file for the separate accounts annual statement and investment schedule detail.

The ***Supplemental Electronic Filing*** includes all supplements due April 1, per the *Annual Statement Instructions*.

The ***Supplemental .PDF Filing*** is the .pdf file for all supplements due April 1.

The ***June .PDF Filing*** is the .pdf file for the Audited Financial Statements.

Column (4) (Number of Copies)

Indicates the number of copies that each foreign or domestic company is required to file for each type of form. The Blanks (E) Task Force modified the 1999 *Annual Statement Instructions* to waive paper filings of certain NAIC supplements and certain investment schedule detail, if such investment schedule data is available to the states via the NAIC database. The checklists reflect this action taken by the Blanks (E) Task Force. XXX appears in the "Number of Copies" "Foreign" column for the appropriate schedules and exhibits.

Column (5) (Due Date)

Indicates the date on which the company must file the form.

Column (6) (Form Source)

This column contains one of three words: "NAIC," "State," or "Company," If this column contains "NAIC," the company must obtain the forms from the appropriate vendor. If this column contains "State," the state will provide the forms with the filing instructions (generally, on its website). If this column contains "Company," the company, or its representative (e.g., its CPA firm), is expected to provide the form based upon the appropriate state instructions or the NAIC *Annual Statement Instructions*.

Column (7) (Applicable Notes)

This column contains references to the Notes to the Instructions that apply to each item listed on the checklist. The company should carefully read these notes before submitting a filing.